

EMPLOYMENT OPPORTUNITY

U.S. MISSION GERMANY

Number: M 134-14

Date: 12/12/2014

Position Title	Economic Specialist
Location	American Consulate General, Munich, Political / Economic Section
Open To	All Interested Candidates
Salary and Grade	<p>Not Ordinarily Resident:</p> <ul style="list-style-type: none"> - US \$ 56,702 per year starting salary Position Grade: FP-05 (steps 5 through 14) Note: This position may be Overseas Comparability Pay (OCP) eligible <p>Ordinarily Resident:</p> <ul style="list-style-type: none"> - € 55,299 per year starting salary (*) Position Grade: FSN-10 <p>(*) Full Performance Level: Candidates may be hired on a developmental level, i.e. one or more pay grades below the full performance level in order to receive training and to acquire knowledge of U.S. Government specific regulations and operating procedures.</p>
Work Hours	Full-Time, 40 hrs/week
Opening Date	December 12, 2014
Closing Date	December 26, 2014
Security Requirement	U.S. Mission issued medical/non-sensitive security clearance

ALL FOREIGN COUNTRY APPLICANTS, INCLUDING AMERICAN CITIZENS, MUST HAVE AND SUBMIT THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The American Consulate General in Munich is seeking an individual for the position of an Economic Specialist in the Political / Economic Office.

BASIC FUNCTION OF POSITION

(A copy of the complete position description listing all duties and responsibilities is available upon request. Send your request to employment-germany@state.gov with identification of vacancy number.)

The incumbent monitors, forecasts, and reports on key economic and economic policy development issues as they relate to Bavaria and its relevant economic and political actors, with an eye towards how these developments fit into the larger German and European Union context. This requires the incumbent to focus on the interrelationships between economic policy decision making and the domestic political process, encompassing all political, social, and labor aspects. The incumbent monitors and analyzes key economic trends, including developments on energy, science, technology, and health issues. The incumbent maintains appropriate contacts in both the government and private sectors, and coordinates visits for visiting USG officials. The incumbent drafts/ translates speeches for the Consul General and/or the Political/Economic Chief as requested, and serves as backup for the Political Specialist. In carrying out these functions, the incumbent coordinates appropriately with other sections in the Consulate and other parts of Mission Germany.

QUALIFICATIONS REQUIRED

All applicants must address each selection criterion detailed below with specific information supporting each item.

EDUCATION: University degree of an M.A./M.S. or equivalent in economics, political science, social science, human rights, international relations, or journalism is required.

EXPERIENCE: Four years of work experience in economics, political science, social science, human rights, international relations, or journalism is required.

LANGUAGE: Level IV English (fluency) and Level IV (fluency) in German language skills are required. (speaking /writing and reading).

KNOWLEDGE, SKILLS, ABILITIES:

- Thorough knowledge of Bavarian and FRG economic and political structures and institutions, and the relationship of the Bavarian economy to the German, European, and global economy.
- Familiarity of post-war German and Bavarian history, with particular emphasis on economic and technological trends and development.
- Knowledge of the European Union and its operations, particularly as they affect Germany and Bavaria.
- Familiarity with relevant leading personalities in government and the business sector, their political and economic viewpoints, and their relationships with national economic leaders, the media, and key issues.

The Human Resources Office will conduct standard language assessment tests and may test for other required skills as part of the selection process. Testing is conducted equitably and is administered in the same way for all applicants for the particular recruitment.

APPLICATION INFORMATION

- **Selection Process:** When fully qualified, U.S. citizen Eligible Family Members (USEFMs) and U.S. Veterans are given preference. Therefore, it is essential that the candidate specifically address the required qualifications in the application.
- **Additional Selection Criteria:**
 1. The U.S. Mission will consider nepotism/conflict of interest, budget, and residency status, and whether applicant has a work permit, in determining successful candidacy.
 2. Locally Employed Staff (LE Staff) of the U.S. Mission Germany having served less than 12 months in their current position are not eligible to apply.
 3. Current Locally Employed Staff (LE Staff) with an overall summary rating of 'Needs Improvement' or 'Unsatisfactory' on their most recent Employee Performance Reports are not eligible to apply.
 4. Currently employed U.S. citizen EFMs who hold a Family Member Appointment (FMA) are ineligible to apply for advertised positions within the first ninety (90) calendar days of their employment. This does not apply to EFMs hired into positions with 'When Actually Employed' (WAE) work schedules.
 5. Currently employed Not Ordinarily Resident (NOR) employees, hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first ninety (90) days of their employment unless hired into positions with When Actually Employed (WAE) work schedules.
- **To Apply:** Interested applicants for this position must submit their application and pertinent supporting documentation by the deadline using the U.S. Mission's electronic application process:

Direct link: <http://employment.usembassy.de/>

1. Applicants submitting a resume or curriculum vitae should provide information equal to what is found on the Universal Application for Employment (UAE), DS-174, which can be found on the internet by clicking here: [DS-174](#)
2. Candidates who claim U.S. Veterans preference must provide a copy of their Form DD-214's with their electronic applications. Candidates who claim conditional US Veterans preference must submit documentation confirming eligibility for a conditional preference in hiring with their application.
3. Applicants may also include any other documentation (e.g. essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above.
4. Application language is English, i.e. application for employment, CV or resume should be in English. Certificates, awards or degrees in English or German do not need to be translated.
5. Note that the U.S. Mission does not/not refund travel expenses incurred by the interviewee.

For a complete list of terms such as US citizen Eligible Family Member (USEFM), Eligible Family Member (EFM), Member of Household (MOH), Not Ordinarily Resident (NOR), Ordinarily Resident (OR) and their definitions, see the definitions list on the website <http://employment.usembassy.de/definitions.htm>.

CLOSING DATE FOR THIS POSITION: December 26, 2014

The U.S. Mission in Germany provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliations. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts of relief.

Approved: POL/ECON: SWoodard
Cleared: MGT/HR: SAcevedo-Koosha
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